

26 JUL 1963

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH : Executive Director

SUBJECT : Personnel Ceilings

1. This memorandum contains a recommendation submitted for your approval. Such recommendation is contained in paragraph 5.

2. The annexed memorandum proposes the establishment of interim ceilings on individual components for the purpose of controlling the on-board strength of the Agency until a final policy decision can be made establishing long-term Agency personnel ceilings.

3. The success of recruiting efforts to date has been such that we are in considerable danger of exceeding our personnel ceilings unless immediate action is taken to control the entry on duty of additional personnel.

4. We both believe that it is essential to establish as quickly as possible a firm Agency policy with respect to the ceiling appropriate for the Agency through FY 1965. This seems primarily to involve a decision from the DCI concerning the figure which he is prepared to support or authorize us to support in dealings with Congress and particularly the Bureau of the Budget. We would very much appreciate an opportunity to discuss this matter with you at your earliest convenience.

5. Pending the determination of Agency policy on this matter which should be obtained, if possible, prior to the end of August, we recommend the establishment of personnel ceilings

EXECUTIVE REGISTRY FILE



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and controls in accordance with the proposal in paragraph 4. of the annexed memorandum.

JOHN A. BROSS  
Comptroller

15/  
L. K. WHITE  
Deputy Director  
(Support)

The recommendation contained in paragraph 5. is approved.

(Signed) Marshall S. Carter  
\_\_\_\_\_  
Deputy Director of Central Intelligence

27 July 63  
\_\_\_\_\_  
Date

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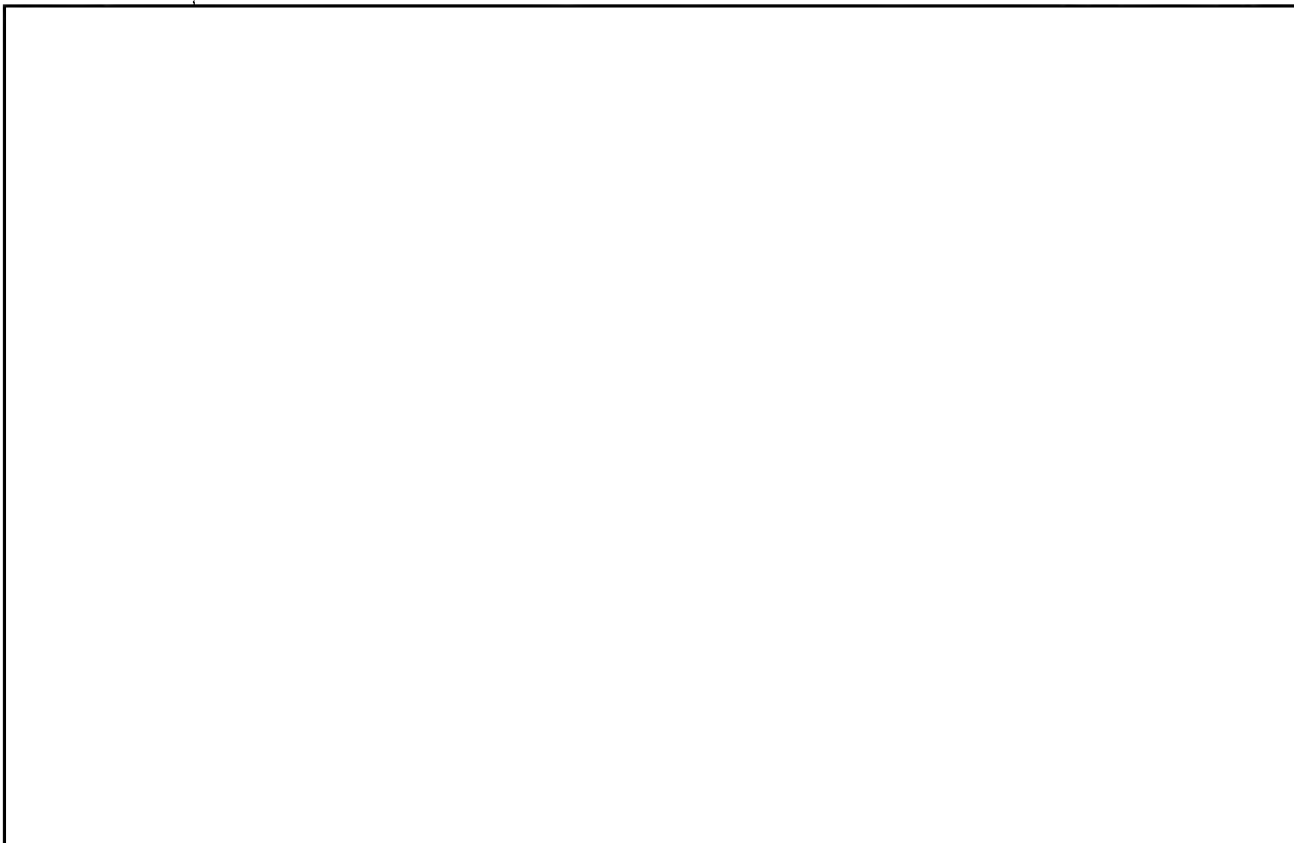
MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Personnel Recruitment

1. Our discussion of 18 July reflects clearly the fact that the Agency on-duty strength during FY 1964 will exceed our current approved Average Employment and the FY 1964 year-end strength level  established by the Bureau of the Budget.

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3. We are undertaking a review of personnel increases, proposed or actual, in the Agency in FY 1963, FY 1964, and FY 1965 with a view to securing as promptly as possible, a firm policy determination establishing personnel levels for the Agency through FY 1965. This will provide guidance for recruiting activity and permit the establishment of effective controls over the entry on duty of new personnel. I believe that our review will result in a recommendation to the DDCI to revert to a higher ceiling probably at the original level of  for FY 1964 (with some appropriate figure for Average Employment) and a slightly higher level for FY 1965. We will attempt to obtain a definitive decision on these levels prior to 1 September 1963.



b. Controls should be established to ensure that the net increase occasioned by the accession of new personnel over attrition losses does not exceed these ceilings.

c. Flexibility should be maintained in the exercise of these controls which should discriminate in favor of admission of candidates in priority categories particularly JOTs (the full complement of which should be admitted) and persons with professional or technical qualifications for essential positions in NPIC, the Office of Communications and the DD/R.

d. A review should be initiated to establish the legitimacy of vacancies against which recruitment has been authorized.

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e. Temporary authority to exceed an individual ceiling should be established at some appropriate level, presumably the DDCI.

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5. Even assuming that we are successful in securing authority to recruit to the level of the ceiling originally contemplated, it seems to me that some retrenchment in our recruitment effort and in the resources committed to this effort is in order. I share with you an extreme reluctance to do anything which might impair the good relations which have been developed with Universities and other sources of recruits over the past year. I would also like to take this occasion to express my admiration for the exemplary job done by the Office of Personnel in general and by [ ] in particular in developing these relations and mobilizing these resources. The fact remains, however, that the recruitment rate, if continued, is likely to exceed our digestive capacity, and I think we can cut back without compromising our contacts or discrediting our image.

6. Quite obviously, controls will continue to be necessary even though we succeed in our efforts to obtain some relaxation in the existing ceiling. I fear that the personnel requirements of the Agency are going to exceed fund allowances and other limitations for some time to come. Accordingly, the experience gained by the introduction of some measures along the lines here proposed should prove useful over the long haul.

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JOHN A. BROSS  
Comptroller